| INTERVIEWING TIPS | | |
|--------------------------|---|--|
| WHO is Eligible? | All employees | |
| WHAT is the Opportunity? | To perform well in an interview takes preparation and practice. Don't try to wing it! | |
| | For many government jobs, your interview will be competency based. Get inter training through the Education and Training Office. Contact your training manager for details. | |
| | Select the Tips below to learn more. | |
| WHAT is the Outcome? | Increased knowledge | |
| | Know Your Target | |
| | Know Yourself | |
| | <u>Practice</u> | |
| | <u>Dress the Part</u> | |
| | Arrive Early | |
| | Make First Impression | |
| | Answer Well | |
| | Be Yourself | |
| | Ask Questions | |
| | Follow Up | |

| EDUCATION AND TRAINING OFFICES | |
|--------------------------------|--|
| Hill | Hill AFB Education and Training Office |
| Robins | Robins AFB Education and Training Office |
| Tinker | Tinker AFB Education and Training Office |